

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, June 5, 2017**

MINUTES

1. Call to order

The June 5, 2017 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Forrest Crawford, Jack Henrich, James Elmore, Larry Schoenemann, and John Williams. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Planner Erin Ruth, Village Treasurer Deb Winter, Public Works and Utilities Director JJ Larson, Director of Parks & Recreation Sean Brusegar and Police Chief Dan Layber.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*

Curt Riedl- 4213 Maher Ave., Madison, WI 53716- was present to dispute the disallowance of the insurance claim the board had acted on February 20, 2017.

5. Discuss and consider the minutes of the regular Village Board meeting of May 15, 2017.

Motion by Allen to approve the minutes of the regular Village Board meeting of May 15, 2017, seconded by Williams. **Motion** carried with a voice vote of 6-0-0.

Item 9a. and 9b. was taken out of order and acted upon at this point in the agenda.

6. Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations –Renewal Alcohol Beverage License Application and Operator License Applications.

Motion by Henrich to enter into closed session at 6:44 p.m., seconded by Elmore. **Motion** carried with a roll call vote 7-0-0.

7. Reconvene into open session and possible consideration of closed session items.

Motion by Williams to reconvene into open session at 7:33 p.m., seconded by Allen. **Motion** carried with a roll call vote of 7-0-0.

Motion by Henrich to approve the alcohol beverage license application for licensing year July 2017- June 2018 for Village Liquor and Patrick Machovec as agent, seconded by Schoenemann. **Motion** carried with a voice vote of 7-0-0.

Motion by Crawford to approve operator's license application for licensing year July 2017- June 2018 for Lindsay Holpin, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

8. Presentations to the Board

a. Presentation by Greg Johnson from Ehlers

Greg Johnson from Ehlers was present to explain to the board what Ehlers does for the Village. Greg gave a summary of the Village's existing debt profile, background on each TIF district and an overview of the Financial Management Plan.

b. Presentation by Ken Herdeman from Ehlers Investment Partners

Ken Herdeman was present to explain what Ehlers Investment Partners does for the Village. He also provided a spreadsheet of the Investment returns for the 12 months ending August 31, 2016.

9. New Business

a. Interview for vacant trustee position.

Mick Conrad-308 Southing Grange was present to interview for the open trustee position.

b. Discuss and consider appointment of trustee

Motion by Henrich to appoint Mick Conrad to the open trustee position to fulfill the term ending April 2018,

seconded by Schoenemann. **Motion** carried with a voice vote of 6-0-0.

c. Discuss and consider Liquor License applications for licensing year July 2017 – June 2018.

Motion by Elmore to approve Liquor License applications for licensing year July 2017-June 2018 for both A and B Licenses from spreadsheet provided, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and consider Amusement Device Permit applications for licensing year July 2017 – June 2018.

Motion by Henrich to approve Amusement Device Permit applications for licensing year July 2017 – June 2018 from spreadsheet provided, seconded by Elmore. **Motion** carried with a voice vote of 7-0-0.

e. Discuss and consider Cigarette License applications for licensing year July 2017 – June 2018.

Motion by Henrich to approve the Cigarette License applications for licensing year July 2017 – June 2018 from spreadsheet provided, seconded by Elmore. **Motion** carried with a voice vote of 6-0-1 with Williams abstaining.

f. Discuss and consider Renewal Operator License applications for licensing year July 2017- June 2018.

Motion by Henrich to approve Renewal Operator License applications for licensing year July 2017- June 2018 from spreadsheet provided except for Jonathan Rosenberg, seconded by Crawford. **Motion** carried with a voice vote of 7-0-0.

g. Discuss and consider New Operator License applications for licensing year July 2017 – June 2018.

Motion by Henrich to approve New Operator License applications for licensing year July 2017 – June 2018 from the spreadsheet provided, except for Tkeyah Reynolds, seconded by Crawford. **Motion** carried with a voice vote of 7-0-0.

h. Discuss and consider the sale of Village owned vacant land for development.

Motion by Conrad to have staff look into if lot #1 & #2 are developable and bring back information to board, seconded by Henrich. **Motion** carried with a voice vote of 7-0-0.

Motion by Henrich to have staff contact developers in surrounding area of parcel #3 to see if there is a market, seconded by Conrad. **Motion** carried with a voice vote of 7-0-0.

10. Reports from Village Boards, Commissions & Committee

10.I. Peer Court Steering Committee

Information was given in packet.

10.II. Board of Review

Crawford reported that we met the required two hours and there were no objections.

10.III. Deer-Grove EMS Commission

Williams reported they approved the financial reports, and discussed the regionalization process, which is a slow process. The 2nd ambulance will be in service soon and the next meeting will be June 15, 2017.

10.IV. Parks, Recreation & Forestry Committee

Elmore reported that Shady Grove was present to discuss the subdivision and playground area. They discussed the open space plan and Director Brusengar reported on goals and objectives for the department.

10.V. Law Enforcement Committee

Chief Layber reported that Jamie Doyle has resigned from the Administrative Services Manager and they have had 100 applicants and will be interviewing 8 applicants later this month. They are still investigating the Crawford Street shooting and have not made any arrests. The school resource officer will be starting early which has been approved from the previous board so training can start right away.

10.VI. Natvig Landfill Monitoring Review Committee

Elmore reported that the reports are fine and the village share remains the same.

10.VII. Plan Commission

a. Discuss and consider Ordinance 03-2017, Annexing Territory from the Township of Cottage Grove to the Village of Cottage Grove, Dane County, Wisconsin (Shady Grove, LLC Annexation)

Motion by Henrich to approve Ordinance 03-2017, Annexing Territory from the Township of Cottage Grove to the Village of Cottage Grove, Dane County, Wisconsin (Shady Grove, LLC Annexation), seconded by Schoenemann. **Motion** carried with a voice vote of 6-0-1 with Williams abstaining.

11. Reports from Village Officers:

- a.** Troy Allen-No report
- b.** Mick Conrad- No report
- c.** Forrest Crawford- No report
- d.** James Elmore-No report.
- e.** Larry Schoenemann -No report

- f. John Williams- No report
- g. Jack Henrich- No report
- h. Attorney Lee Boushea- Will be providing a copy of a court decision on Open Meeting Laws.
- i. Administrator Matt Giese- Staff heard a presentation by POLCO which is a technology company that does specialize surveying and can provide specific information from the Village residents. They will be at the July 17, 2018 board meeting to do a presentation. Baker Tilly will be at the next board meeting to review the 2016 audit.
- j. Director of Planning and Development Erin Ruth- No report
- k. Police Chief Dan Layber- No report.

12. Communications and Miscellaneous Business

a. Consider approval of vouchers

Motion by Henrich to approve the Village portion of the vouchers in the amount of \$83,917.67 seconded by Williams. The check sequence goes from check #42183 to check #42251. **Motion** carried with a voice vote of 6-0-1 with Conrad abstaining.

b. Correspondence-none

c. Future agenda items

Committee appointments

13. Adjournment

Motion by Williams to adjourn at 9:43 p.m., seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: June 19, 2017

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.